

**Biomass Research and Development Technical Advisory Committee
United States Department of Energy**

Advisory Committee Charter

- 1. Committee's Official Designation.** Biomass Research and Development Technical Advisory Committee
- 2. Authority.** This charter establishes the Biomass Research and Development Technical Advisory Committee pursuant to the Biomass Research and Development Act of 2000 (Biomass Act), Pub. L. No. 106-224, 114 Stat. 428. The Biomass Act was repealed in June 2008 by Section 9001 of the Food, Conservation and Energy Act of 2008 (FCEA). Biomass Act, title III, Pub. L. No. 106-224, 114 Stat. 428, repealed by FCEA, Pub. L. 110-246, 122 Stat. 1651 (enacted June 18, 2008, H.R. 6124) (codified at 7 U.S.C. § 8108) On December 31, 2012 the American Taxpayer Relief Act of 2012 (H.R. 8) Title VII—Extension of Agricultural Programs, Sec. 701. “1-Year Extension of Agricultural Programs”, subsection (f) Energy Programs, Paragraph 7 on “Biomass Research and Development” extended the Section 9008(h)(2) of the Farm Security and Rural Investment Act through 2013. This charter establishes the Biomass Research and Development Technical Advisory Committee under the authority of the Department of Energy. The Biomass Research and Development Technical Advisory Committee is being renewed in accordance with provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App 2.
- 3. Objectives and Scope of Activities.** The activities of the Committee include:
 - (a) Advise the points of contact with respect to the Biomass Initiative (The Initiative)
 - (b) Evaluate and make recommendations in writing to the Biomass Research and Development Board regarding whether:
 - i. funds authorized for the Initiative are distributed and used in a manner that is consistent with the objectives, purposes, and considerations of the Initiative;
 - ii. solicitations are open and competitive with awards made annually;
 - iii. objectives and evaluation criteria of the solicitations are clearly stated and minimally prescriptive, with no areas of special interest;
 - iv. the points of contact are funding proposals under this title that are selected on the basis of merit, as determined by an independent panel of scientific and technical peers predominantly from outside the Departments of Agriculture and Energy
 - v. activities under this title are carried out in accordance with this title.
- 4. Description of Duties.** The duties of the Committee are solely advisory in nature.
- 5. Official(s) to Whom this Committee Reports.** The Committee will report to the Secretaries of the Departments of Energy and Agriculture (and/or their designees).
- 6. Agency Responsible for Providing Necessary Support for this Committee.** The Department of Energy (DOE). The Department of Energy will serve as the secretariat for, and provide the financial and administrative support to the Committee. Not more than four percent of the funding of the Commodity Credit Corporation made available to the Secretary of Agriculture (USDA) for each fiscal year through 2013 may be used to pay Committee administrative costs.

According to section 9008(6)(h) of the Farm Security and Rural Investment Act of 2002, as amended, the Secretary of Agriculture shall use the following funds from the Commodity Credit Corporation to carry out Initiative activities:

\$20,000,000 for fiscal year 2009

\$28,000,000 for fiscal year 2010

\$30,000,000 for fiscal year 2011

\$40,000,000 for fiscal year 2012

Fiscal year 2013 funding is pending resolution and expected in the upcoming Farm Security and Rural Investment Act.

7. **Estimated Annual Operating Costs in Dollars and Person-Years.** The estimated annual operating costs associated with supporting the Committee is approximately \$175,000; 0.3 person-year.
8. **Designated Federal Officer.** A full-time or permanent part-time DOE employee, appointed in accordance with agency procedures, will serve as the DFO (or designee). The DFO (or designee) will approve and call all of the Committee's and subcommittees' meetings, prepare and approve all meeting agendas, attend all Committee and subcommittee meetings, and adjourn any meeting when the DFO determines adjournment to be in the public interest.
9. **Estimated Number and Frequency of Meetings.** The Committee will meet quarterly, approximately four times a year, as necessary.
10. **Duration.** The Committee is continuing in nature.
11. **Committee's Termination Date.** The authorities by the Farm Security and Rural Investment Act of 2002, as amended, do not terminate at a particular time. The Committee terminates two years after the Charter filing date and may not meet unless the Charter is renewed biennially.
12. **Membership and Designation.** Approximately thirty Committee members shall be appointed by the Secretaries of the Departments of Energy and Agriculture for terms of three years, up to two consecutive terms. The Committee shall consist of:
 - (a) A representative individual affiliated with the biofuels industry;
 - (b) A representative individual affiliated with the biobased industrial and commercial products industry;
 - (c) An individual affiliated with an institution of higher education who has expertise in biobased fuels and biobased products, and will serve as a special Government employee;
 - (d) Two prominent engineers or scientists from government or academia who have expertise in biobased fuels and biobased products, and who will serve as special Government employees;
 - (e) A representative individual affiliated with a commodity trade association;
 - (f) Two representative individuals affiliated with environmental or conservation organizations;
 - (g) A representative individual associated with State government who has expertise in biobased fuels and biobased products;

- (h) An individual with expertise in energy and environmental analysis who will serve as a special Government employee;
- (i) An individual with expertise in the economics of biobased fuels and biobased products who will serve as a special Government employee;
- (j) An individual with expertise in agricultural economics who will serve as a special Government employee;
- (k) An individual with expertise in plant biology and biomass feedstock development who will serve as a special Government employee;
- (l) An individual with expertise in agronomy, crop science, or soil science who will serve as a special Government employee; and
- (m) Other members who are appointed at the option of the designated points of contact, to serve in a special Government employee capacity.

Members of the Committee serve without compensation; however, each member may be reimbursed for authorized travel and per diem expenses incurred while attending Committee meetings in accordance with Federal Travel Regulations.

- 13. Subcommittee(s).** To facilitate the functioning of the Committee, subcommittees may be formed with DOE and USDA approval. The objectives of the subcommittees are to make recommendations to the full Committee with respect to particular matters related to the responsibilities of the full Committee. Subcommittees may not work independently of the full Committee and must report their recommendations and advice to the full Committee for deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the parent Committee, nor can they report directly to DOE or USDA.
- 14. Recordkeeping.** The records of the Committee and any subcommittees shall be handled in accordance with General Records Schedule 26, Item 2, and Administrative Record, Schedule 16, Item 8b(1.1) and approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

15. Filing Date.

Date filed with Congress: May 13, 2013



Carol A. Matthews
Committee Management Officer